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RSPA 98-4957-12

DEPT. OF TRANSPORTATION  
DOCKETS

## PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing the form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting statement, and any additional documentation to: Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW Washington DC 20503.

1. Agency/Subagency originating request  U.S. Department of Transportation RSPA		2. OMB Control Number a. _____ b. <input type="checkbox"/> None	
3. Type of information collection (check one) a. <input checked="" type="checkbox"/> New collection b. <input type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change, of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change, of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number <i>For b-f, note item A2 of Supporting Statement instructions</i>		4. Type of review requested (check one) a. <input checked="" type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by: - - - L - I - c. <input type="checkbox"/> Delegated  5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
7. Title  Damage Prevention State Grant Program		6. Requested expiration date a. <input type="checkbox"/> Three years from approval date b. <input type="checkbox"/> Other Specify: ____/	
8. Agency from number(s) (if applicable)			
9. Keywords  Pipeline Safety, Damage Prevention, One-call			
10. Abstract  Third party damage is a leading cause of pipeline accidents. Congress provided a program to provide grants to states to improve their damage prevention programs to be administered by RSPA.			
11. Affected public (Mark primary with "P" and all others that apply with "X") a. <input type="checkbox"/> Individuals or households b. <input type="checkbox"/> Business or other-for-profit c. <input type="checkbox"/> Not-for-profit institutions d. <input type="checkbox"/> Farms e. <input type="checkbox"/> Federal Government f. <input checked="" type="checkbox"/> State, Local or Tribal Government		12. Obligation to respond (Mark Primary with "P" and all others that apply with "X") a. <input type="checkbox"/> Voluntary b. <input checked="" type="checkbox"/> Required to obtain or retain benefits c. <input type="checkbox"/> Mandatory	
13. Annual Recordkeeping and reporting burden a. Number of respondents _____ 30-40 b. Total annual responses _____ 30 40 1. Percentage of these responses collected electronically _____ 0 % c. Total annual hours requested _____ 1800 d. Current OMB inventory _____ 0 e. Difference (+/-) _____ 1000 f. Explanation of difference 1. Program change (+/-) _____ 2. Adjustment (+/-) _____		14. Annual reporting and recordkeeping cost burden (in thousands of dollars)  a. Total annualized capital/startup costs _____ 0 b. Total annual cost (O&M) _____ c. Total annualized cost requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____	
15. Purpose of information collection (Mark primary with "P" and all others that apply with "X") a. <input checked="" type="checkbox"/> Application of benefits b. <input type="checkbox"/> Program evaluation c. <input type="checkbox"/> General purpose statistics d. <input type="checkbox"/> Audit e. <input type="checkbox"/> Program planning or management f. <input type="checkbox"/> Research g. <input type="checkbox"/> Regulatory compliance		16. Frequency of recordkeeping or reporting (check all that apply) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party discussions c. <input type="checkbox"/> Reporting 1. <input type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input checked="" type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input checked="" type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____	
17. Statistical methods Does this information collection employ statistical methods?  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		18. Agency contact (person who can best answer questions regarding the content of this submission)  Name: <u>Marvin Fell</u>  202 366 6205 Phone: _____	

## 79. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

**NOTE:** The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8 (b) (3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous terminology that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention periods for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8 (b) (3):
  - (i) Why the information is being collected;
  - (ii) Use of information;
  - (iii) Burden estimate;
  - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
  - (v) Nature and extent of confidentiality; and
  - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology; and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement

f

Signature of Senior Official or designee

Date

**Supporting Statement  
Damage Prevention Grant Program**

**A. Justification**

**1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.**

Third party damage is the leading cause of pipeline accidents. Congress authorized the Department of Transportation to create a grant program to assist states in improving their programs in the area of one-call notification a major means of reducing the number of accidents due to third party damage (43 USC 6106). States will submit proposals for grants to be used to improve their one-call capabilities.

**2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

RSPA will evaluate the proposals and use this evaluation process to decide how to allocate the grant money that is available.

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses, and the basis for the decisions for adopting this means of collection. Also describe any consideration of using information technology to reduce the burden.**

RSPA will consider allowing states to submit their proposals by e-mail.

**4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use purposes described in Item 2 above.**

There is no duplication. There is no similar information available.

**5. If the collection of information impacts small businesses or other small entities, describe the methods used to minimize burden.**

Not applicable.

**6. Describe the consequence to Federal program or policy activities if the**

collection were conducted less frequently, as well as any technical or legal obstacles to reducing burden.

The application is once per grant cycle.

**7. Explain and circumstances that require the collection to be conducted in a manner:**

**requiring respondents to report information to the agency more than quarterly;**

**requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;**

**requiring respondents to submit more than an original and two copies of any document;**

**requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;**

**in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;**

**requiring the use of a statistical data classification that has not been reviewed and approved by OMB;**

**that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or**

**requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to extent permitted by law.**

This information collection has no special circumstances described in the above list.

**8. If applicable, provide a copy and identify the date and page number of**

publication in the Federal Register of the agency's notice, required by 5 CFR 1320.8(d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in the response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, clarity of instructions and recordkeeping, disclosure, or reporting format (if any), and on the data elements to be reported.

This NPRM will be published along with the submittal of this information collection to OMB.

**9. Explain any decision to provide any payment for gift to respondent, respondents other than remuneration of contractors or grantee.**

There is no remuneration provided.

**10. Describe the assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation or agency policy.**

Not applicable.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.**

Not applicable.

**12. Provide estimates of the hour burden of the collection of information.**

It is estimated that the first year that 30 states will apply for grants.

It will take approximately 40 hours to produce each proposal.

30 (proposals) X 40 hours = 1200 hours @ \$25 per hour the costs to states is = \$30,000

The second year it is estimated that 40 states will apply.

$40 \times 40 = 1600$  hours  $\times \$25 + \$40,000$ .

**13. Provide an estimate of the total annual cost burden to respondents or recordkeepers resulting from the collection information.**

There are no additional costs beyond the paper work expenses.

**14. Provide estimates of the annualized cost to the Federal Government.**

It will take the Federal Government 4 hours to review each proposal. The first year the Federal Government time will be  $30 \times 4 = 120$  hours  $\times \$30$  hours = \$3,600. The second year will be  $40 \times 4 = 160$  hours  $\times \$30 = \$4,800$ .

**15. Explain reasons for changes in burden, including the need for any increase.**

This is a new program.

**16. For the collection of information whose results are planned to be published for statistical use, outline plans for tabulation, statistical analysis, and publication.**

This information is not used for statistical purposes.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

RSPA is not seeking approval to not display expiration date.

**18. Explain each exception to the certification statement identified in Item 19, "Certification for Paperwork Reduction Act Submissions" of OMB Form 83-I.**

There are no exceptions.

1 **"§ 6106. Grants to States**

2       “(a) **IN GENERAL.**—The Secretary may make a grant  
3 of **financial assistance** to a State that qualifies under sec-  
4 tion 6104(b) to assist in improving-

5               “(1) the overall quality and effectiveness of one-  
6 call notification systems in the State;

7               “(2) communications systems linking one-call  
8 notification systems;

9               “(3) location capabilities, including training  
10 personnel and developing and using location tech-  
11 nology;

12               “(4) record retention and recording capabilities  
13 for one-call notification systems;

14               “(5) public information and education;

15               “(6) participation in **one-call** notification sys-  
16 tems; or

17               “(7) compliance and enforcement under **the**  
18 State **one-call** notification program.

19       “(b) **STATE ACTION TAKEN INTO ACCOUNT.**—In  
20 **making grants** under this section, the **Secretary shall** take  
21 into **consideration** the commitment of **each State to im-**  
22 **proving** its State one-call notification program, including  
23 legislative and regulatory actions taken by the State after  
24 the **date** of enactment of **this** chapter.

25       “(c) **FUNDING FOR ONE-CALL NOTIFICATION SYS-**  
26 **TEMS.**—A State may provide funds received under **this**